

CALIFORNIA ARCHITECTS BOARD
ORDER OF ADOPTION

Article 2. Applications

Amend Section 109 as follows:

§ 109. Filing of Applications.

(a) Definitions:

- (1) A “new candidate” shall mean a candidate who is submitting his or her first application to the Board for eligibility evaluation for the Architect Registration Examination (ARE) or one who had previously submitted an application but had been determined by the Board to be ineligible.
- (2) An “inactive candidate” shall mean a candidate who (A) has not taken an examination as a candidate of the Board for five or more years, or (B) has been determined by the Board to be eligible but who has not taken any examination since the Board’s determination and five or more years have passed.
- (3) “Active in the examination process” shall mean that there has not been a period of five or more years since (A) the candidate last took an examination as a candidate of the Board, or (B) the candidate has been determined by the Board to be eligible.
- (4) A “re-examinee” shall mean a candidate who has previously been determined by the Board to be eligible for the ARE and who is active in the examination process as a candidate of the Board.

(b) Application Process:

- (1) Effective January 1, 2005, a new or inactive candidate applying to the Board for eligibility evaluation for the ARE shall prior to licensure complete the Intern Development Program (IDP) of the National Council of Architectural Registration Boards (NCARB), as defined in the most recent edition of NCARB’s *Intern Development Program Guidelines* (currently the 2003-2004 edition), or the Intern Architect Program (IAP) of Canada (currently the 1999 edition), plus a Board-specified documentation requirement as described in the Board’s *Comprehensive Intern Development Program (CIDP) Handbook* (currently the 2005 edition). All three documents referred to in the preceding sentence are hereby incorporated by reference.

The IDP/IAP/CIDP requirement does not apply to a candidate who (A) was determined by the Board to be eligible on or before December 31, 2004 and who is active in the examination process; or (B) has completed all of the necessary education equivalents prior to January 1, 2005, who has submitted a completed application for eligibility evaluation to the Board that is postmarked on or before December 31, 2004, and who has been determined by the Board to be eligible.

- (2) A new or inactive candidate shall submit an Application for Eligibility Evaluation, 19C-1 (7/2003), as provided by the Board and certified under penalty of perjury, and accompanied by such supporting documents required herein. Such supporting documents may include the candidate’s current and valid IDP file transmitted by NCARB or current and valid verification of completion of the requirements of Canada’s IAP, CIDP Evidence Verification Forms, certified original transcripts sent directly to the Board by the college or university, Employment Verification Form(s), 19C-12 (1/2000), and, if appropriate, proper foreign education evaluations and self-employment documentation. Applications for Eligibility Evaluation shall be accepted on a continuous basis throughout the year. For a candidate applying for eligibility for the ARE, the eligibility review fee specified in Section 144(a) shall be required.

- (3) A new or inactive candidate receiving notification that he or she is ineligible based on insufficient education and/or employment verification as evaluated by the Board shall submit such additional education and/or employment verification.
- (4) Upon the Board's determination of a candidate's eligibility for the ARE, the Board shall transmit the candidate's eligibility information to NCARB or its authorized representative for entry into NCARB's database. For a candidate whose application is submitted on or after July 1, 1999 and who has been determined to be eligible, such eligibility shall be retained while the candidate is active in the examination process.
- (5) As a candidate acquires additional work experience, it is the candidate's responsibility to ensure that the employer(s) complete Employment Verification Forms covering the work experience gained with that employer and that the forms are submitted to the Board.
- (6) Effective January 1, 2005, a new or inactive candidate who is a licensed architect in a qualifying foreign country, as defined in Section 117 (c)(2), shall prior to licensure (A) complete NCARB's IDP, as defined in the most recent edition of NCARB's *Intern Development Program Guidelines* (currently the 2003-2004 edition), or the Intern Architect Program of Canada (currently the 1999 edition), plus a Board-specified documentation requirement as described in the Board's *Comprehensive Intern Development Program Handbook* (currently the 2005 edition); or (B) submit to the Board 1. proof of licensure in the qualifying foreign country, 2. an Employment Verification Form on his or her own behalf documenting five years of practice of architecture as a licensed architect in the qualifying foreign country, 3. an Employment Verification Form documenting at least one year of experience under the direct supervision of an architect licensed in a United States jurisdiction granted at 100% credit or at least two years of experience under the direct supervision of an architect(s) registered in a Canadian province granted at 50% credit, and 4. documentation of five years of education equivalents. All three documents referred to in subdivision (b)(6)(A) are hereby incorporated by reference.
- (7) Effective January 1, 2005, a new or inactive candidate who is a licensed architect in a non-qualifying foreign country and one who is a licensed architect in a qualifying foreign country but who does not submit all of the items prescribed in subdivision (b)(6) shall apply as a new candidate and meet the requirements prescribed in subdivision (b)(1) of this section.
- (c) Effective July 1, 1999, a re-examinee applying for eligibility for the ARE shall submit a Test Application Form, 19C-11 (7/2003), and accompanied by the eligibility review fee specified in Section 144(a). Upon determination that the candidate is eligible, the Board shall transmit the candidate's eligibility information to NCARB or its authorized representative for entry into NCARB's database. For a candidate whose application is submitted on or after July 1, 1999 and who has been determined to be eligible, such eligibility shall be retained while the candidate is active in the examination process. Test Application Forms shall be accepted on a continuous basis throughout the year.
- (d) A candidate with current and valid eligibility on file with the Board may schedule with NCARB or its authorized representative to take one or more division of the ARE.
- (e) The Board shall retain the file of a candidate who is active in the examination process as a candidate of the Board. The Board may purge the candidate file of an inactive candidate. An inactive candidate who wishes to reapply to the Board shall be required to apply in accordance with this section by submitting the required documents to allow the Board to determine the candidate's current eligibility. For a candidate applying for the ARE, the eligibility review fee specified in Section 144(a) shall be required.

The Board shall retain for a two-year period, transcripts, Employment Verification Forms, and other supporting documents received from individuals who have not submitted an Application for Eligibility Evaluation. Thereafter, the Board may purge these documents.

Subdivisions (b)(1), (b)(6), and (b)(7), which contain provisions for the IDP/IAP/CIDP requirement, shall become inoperative on January 1, 2011, and, as of January 1, 2011, are repealed, unless a later enacted

regulation, which becomes operative on or before January 1, 2011, deletes or extends the date on which they become inoperative and are repealed.

NOTE: Authority cited: Section 5526, Business and Professions Code. Reference: Section 5550, Business and Professions Code.

Article 3. Examinations

Amend Section 116 as follows:

§ 116. Eligibility for Examination.

This section shall apply to candidates who are not licensed architects and who are not eligible for reciprocity pursuant to Section 121.

- (a) To be eligible for the Architectural Registration Examination (ARE), a candidate shall meet one of the following requirements:
 - (1) Have a degree in architecture accredited by the National Architectural Accrediting Board from a school of architecture as approved by the Board, or
 - (2) Have at least sixty (60) net months of architectural training and experience under the direct supervision of an architect in private practice or the equivalent as evaluated by the Board, or
 - (3) Have a combination of educational and experience credit as evaluated by the Board such as to total sixty (60) net months.
- (b)
 - (1) To be eligible for a California Supplemental Examination administered prior to January 1, 2005, a candidate shall have been granted Board credit for all required divisions of the ARE and have at least seven and one-half (7-1/2) net years of educational and/or experience credits as evaluated by the Board, of which at least one year of experience shall have been under the direct supervision of an architect(s) licensed in a United States jurisdiction.
 - (2) To be eligible for a California Supplemental Examination administered on or after January 1, 2005, a candidate shall have been granted Board credit for all required divisions of the ARE and have at least eight (8) net years of educational and/or experience credits as evaluated by the Board, of which at least one year of experience shall have been under the direct supervision of an architect(s) licensed in a United States jurisdiction granted at 100% credit or at least two years of experience under the direct supervision of an architect(s) registered in a Canadian province granted at 50% credit, including completion of the IDP/IAP/CIDP requirement if applicable pursuant to Section 109.

NOTE: Authority cited: Section 5526, Business and Professions Code. Reference: Section 5550, Business and Professions Code.

Amend Section 117 as follows:

§ 117. Experience Evaluation.

The Board's evaluation of candidates' training and educational experience is based on the Board's Table of Equivalents as listed below.

The Table is comprised of four columns. Column A lists the types of experience for which credit may be granted. Columns B and C specify the maximum credit that may be granted to a candidate who was determined by the Board to be eligible for the Architect Registration Examination (ARE), the California Supplemental Examination, or licensure prior to January 1, 2005 and who is active in the examination process or to a candidate who is otherwise exempt from the IDP/IAP/CIDP requirement specified in Section 116 (b). Column D specifies the maximum credit that may be granted to a new or inactive candidate who was

determined by the Board to be eligible for the ARE on or after January 1, 2005 and who is subject to the IDP/IAP/CIDP requirement.

TABLE OF EQUIVALENTS

(a) Experience Equivalents:

COLUMN A	COLUMN B	COLUMN C	COLUMN D
<i>Experience Description</i>	Candidates Eligible Prior to January 1, 2005 or Otherwise Exempt from IDP/IAP/CIDP Requirement	Candidates Eligible Prior to January 1, 2005 or Otherwise Exempt from IDP/IAP/CIDP Requirement	Candidates Eligible January 1, 2005 or After and Subject to IDP/IAP/CIDP Requirement
	Education Equivalents Max. Credit Allowed	Training and/or Practice Equivalents Max. Credit Allowed	Max. Credit Allowed
(1) A professional degree in architecture, where the degree program has been accredited by the National Architectural Accrediting Board (NAAB) or the Canadian Architectural Certification Board (CACB), or units toward such a degree.	5 years		5 years
(2) A professional degree in architecture, where the degree program has not been accredited by NAAB or CACB and the program consists of at least a five-year curriculum, or units toward such a degree.	4 years		4 years
(3) A four-year degree in architecture Baccalaureus Atrium (BA), Atrium Baccalaureus (AB), Bachelor of Science (BS), or units toward such a degree.	3½ years		3-1/2 years
(4) A degree from a school/college which has an NAAB-accredited or CACB-accredited professional degree program in architecture, where the degree could be accepted for entry into a two-year NAAB-accredited or CACB-accredited Master of Architecture program, or units toward such a degree.	3½ years		3-1/2 years
(5) A degree which consists of at least a four-year curriculum in a field related to architecture as defined in subsection (b)(6), or units toward such a degree.	2 years		2 years
(6) Any other university or college degree which consists of at least a four-year curriculum.	1 year		1 year
(7)(A) Any other city/community college degree which consists of at least a two-year curriculum.	6 months		6 months
(B) Any other city/community college degree or technical school certificate in a field related to architecture.	1 year		1 year

(8) Experience under the direct supervision of an architect(s) licensed in a United States jurisdiction shall be granted 100% credit.	5 years	3 years	5 years
(9) Certification by the National Council of Architectural Registration Boards (NCARB) shall be granted a maximum of eight years credit upon receipt in the Board office of the candidate's current and valid NCARB blue cover file, transmitted by NCARB.	5 years	3 years	8 years
<p>(10) While a candidate is enrolled in a college or university, credit shall be granted:</p> <p>(A) 100% for experience obtained under the direct supervision of architect(s) licensed in the U.S.</p> <p>(B) 50% for experience as, or experience obtained under the direct supervision of, a registered civil or structural engineer and/or a licensed landscape architect licensed in a United States jurisdiction.</p> <p>(C) 50% for experience as, or experience obtained under the direct supervision of, a California licensed general building contractor.</p> <p>(D) 50% for experience as, or experience obtained under the direct supervision of, a California certified building official as defined in subsection (c)(7).</p> <p>(E) 50% for experience as, or experience obtained under the direct supervision of, a foreign licensed architect licensed in the qualifying foreign country where the experience occurred.</p>	1 year	<p>or 1 year</p> <p>1 year</p> <p>1 year</p> <p>1 year</p> <p>1 year</p>	<p>1 year</p> <p>1 year</p> <p>1 year</p> <p>1 year</p> <p>1 year</p>
(11) Completion of the Intern Development Program (IDP) of the National Council of Architectural Registration Boards or the Intern Architect Program of Canada shall be granted a minimum of three years credit, upon receipt in the Board office of the candidate's current and valid NCARB IDP file transmitted by NCARB or documentation transmitted by a Canadian provincial architectural association, respectively.	2 years	3 years	5 years
<p>(12)(A) Experience as, or experience obtained under the direct supervision of, a registered civil or structural engineer, and/or a licensed landscape architect licensed in a United States jurisdiction shall be granted 50% credit.</p> <p>(B) Experience as, or experience obtained under the direct supervision of, a California licensed general building contractor shall be granted 50% credit.</p>		<p>2 years</p> <p>1 year</p>	<p>2 years</p> <p>1 year</p>

(C) Experience as, or experience obtained under the direct supervision of, a California certified building official as defined in subsection (c)(7) shall be granted 50% credit.		1 year	1 year
(13) Experience as a licensed architect practicing in another U.S. jurisdiction with a verified record of substantial architectural practice shall be granted 100% credit.		8 years	8 years
(14)(A) A post professional degree in architecture or with an emphasis on architecture consisting of a Master, Master of Science, or Ph.D. degree, or units toward such a degree, or (B) Teaching and/or research in NAAB-accredited or CACB-accredited architectural curriculums shall be granted 100% credit only for those hours worked if verified by the college or university.		1 year 1 year	1 year 1 year
(15)(A) Experience under the direct supervision of an architect licensed in the qualifying foreign country where the experience occurred shall be granted 50% credit. (B) Experience as a foreign licensed architect licensed in the qualifying foreign country with a verified record of substantial architectural practice shall be granted 50% credit.	5 years 5 years	2 years 2 years	5 years 5 years

(b) Education Equivalents:

“Education equivalents” shall mean Table categories (a)(1) through (a)(9), (a)(10)(A), (a)(11), (a)(13), and (a)(15)(A) and (B).

- (1) For the purposes of this section, NAAB shall refer to the National Architectural Accrediting Board, and CACB shall refer to the Canadian Architectural Certification Board.
- (2) A “professional degree program” shall be defined as one of the following types of programs: 1. Bachelor of Architecture, five-year program; 2. Bachelor of Architecture for individuals with a prior degree; 3. Master of Architecture, four-year undergraduate program in architecture plus a two-year graduate program in architecture; 4. Master of Architecture, four-year undergraduate program in another discipline plus a three-year graduate program in architecture.
- (3) Where a candidate is seeking education equivalents for having obtained a professional degree or units towards such a degree from an NAAB-accredited or CACB-accredited program, he or she shall be eligible for such credit if such program is or was accredited by NAAB or CACB either at the time of graduation or within two years after the date of graduation or termination of enrollment.
- (4) Credit allowed for units obtained without a degree shall only be computed within the categories of subsections (a)(1) through (5) or (a)(14)(A) of this section. No credit for units obtained under subsections (a)(6) or (7) shall be recognized unless such units have been transferred to and accepted by a school within subsections (a)(1) through (5) of this section.
- (5) Academic units based on the categories specified in subsections (a)(1) through (5) or (a)(14)(A) of this section shall be evaluated up to the maximum allowed for that subsection. Where a candidate has not obtained a degree, the maximum credit allowed for the categories contained in subsections (a)(1) through (5) or (a)(14)(A) shall be six months less than the maximum credit that would have been granted if the candidate had obtained a degree in that category. Fractions greater than one-half of an

academic year shall be counted as one-half of a year and smaller fractions will not be counted. 30 semester units or 45 quarter units is considered to be one academic year.

- (6) Degrees in a field related to architecture shall be evaluated under subsection (a)(5) and defined as the following: Architectural Design; Architectural Engineering; Architectural Studies; Architectural Technology; Building Science; City and Regional Planning; Civil, Mechanical, Structural, or Electrical Engineering; Construction Engineering; Construction Management; Environmental Design; Interior Architecture; Landscape Architecture; and Urban and Regional Design.
- (7) Experience obtained as, or experience obtained under the direct supervision of, a licensed professional as defined in subsections (a)(8), (a)(12), and (a)(15)(A) or (B) while a candidate is enrolled in a college or university shall be allowed maximum credit for educational/training equivalents of 1 year as defined in subsections (a)(10)(A) through (E). A candidate who obtains experience under the direct supervision of a licensed professional as defined in subsections (a)(8), (a)(12), and (a)(15)(A) or (B) while enrolled in a college or university shall have his/her education and/or experience evaluated according to the method which provides the candidate the most credit. A candidate enrolled in a degree program where credit earned is based on work experience courses (i.e., internship or co-op programs) shall not receive more than the maximum credit allowed for degrees earned under subsections (a)(1) through (7).
- (8) A candidate who possesses a degree and possesses units from more than one college or university shall have the degree evaluated first prior to evaluating additional education credits.
- (9) A candidates with multiple degrees shall not be able to accumulate credit for more than one degree unless he or she has received one professional degree in architecture and one post professional degree in architecture or with an emphasis on architecture as specified in subsection (a)(14)(A). Otherwise, the degree that receives the most credit as determined by subsection (a) shall take priority over any other degree.
- (10) A candidate who possesses a professional degree and also possesses a post professional degree in architecture or with an emphasis on architecture as specified in subsection (a)(14)(A) shall be granted one additional year credit for the post professional degree.
- (11) Degrees from a foreign college or university shall be granted credit, as determined by the applicable category contained in subsections (a)(1) through (7). A transcript(s) certified by the college or university must be evaluated by NAAB or an educational evaluation service approved by the National Association of Credential Evaluation Services, Inc. (NACES) equating the degree toward a comparable U.S. degree. Any cost of evaluation shall be the responsibility of the candidate. Professional degrees accredited by CACB shall be accepted by the Board and shall not be required to be evaluated by NAAB or an NACES education evaluation service equating the degree toward a comparable U.S. degree.
- (12) Units from a foreign college or university shall be granted credit, as provided for in the applicable category contained in subsections (a)(1) through (5) upon submission of a transcript(s) certified by the college or university. These certified documents must be evaluated by NAAB or an NACES educational evaluation service equating the units towards a comparable U.S. degree. Any cost of evaluation shall be the responsibility of the candidate. Professional degrees accredited by CACB shall be accepted by the Board and shall not be required to be evaluated by NAAB or an NACES education evaluation service equating the degree toward a comparable U.S. degree.

(c) Training Equivalents:

“Training equivalents” shall mean Table categories (a)(8) through (a)(15).

- (1) Candidates shall be at least 18 years of age or a high school graduate before they shall be eligible to receive training credit for work experience.
- (2) Except as provided below, work experience shall be granted training credit only when the supervising licensed professional is licensed in the United States jurisdiction, Canadian province, or qualifying foreign country where the work experience is obtained or the project is located.

Training credit shall be granted for work experience obtained under the authority of or on the property of the United States Federal Government when the work experience is obtained as or under the direct supervision of a licensed professional as defined in subsections (a)(8), (a)(12)(A), and (a)(13).

The term “qualifying foreign country” shall mean a foreign country whose standards and qualifications for issuing a license to practice architecture are equivalent to those required in this state.

- (3) Employment shall be considered on the basis of a calendar month of 40-hour work weeks. Credit may be given for overtime.
- (4) Every candidate shall earn at least one year of training credit for experience as or under the direct supervision of an architect(s) licensed in a United States jurisdiction granted at 100% credit or at least two years of experience under the direct supervision of an architect(s) registered in a Canadian province granted at 50% credit.
- (5) Any combination of credit received under subsections (a)(10)(B) and (a)(12)(A) shall not exceed the two years maximum credit allowed for experience as, or experience obtained under the direct supervision of, a registered civil or structural engineer and/or a licensed landscape architect licensed in a United States jurisdiction. Any combination of credit received under subsections (a)(10)(C) and (a)(12)(B) shall not exceed the one year maximum credit allowed for experience as, or experience obtained under the direct supervision of, a California licensed general building contractor. Any combination of credit received under subsections (a)(10)(D) and (a)(12)(C) shall not exceed the one year maximum credit allowed for experience as, or experience obtained under the direct supervision of, a California certified building official. Any combination of credit received under subsections (a)(10)(E) and (a)(15)(A) or (B) shall not exceed the maximum credit allowed for experience as, or experience obtained under the direct supervision of, a foreign licensed architect licensed in the qualifying foreign country where the experience occurred. A candidate cannot exceed two years maximum credit in any combination under subsections (a)(10)(B) through (D) and (a)(12)(A) through (C).
- (6) Experience under the supervision of a “responsible managing officer” operating under a corporate contractor license shall qualify as experience under subsection (a)(12)(B) and shall be verified by the responsible managing officer of that corporation.
- (7) For the purpose of this section, a California certified building official shall be as defined by Section 18949.27 of the Health and Safety Code as an individual who is certified in accordance with or otherwise exempt from Chapter 7, Part 2.5 of Division 13 (commencing with Health and Safety Code Section 18949.25).
- (8) The entry point for the Intern Development Program (IDP) shall be as defined in NCARB’s *Intern Development Program Guidelines* (2003-2004 edition), which is upon satisfactory completion of one of the following: 1) three years in an NAAB- or CACB-accredited professional degree program; 2) the third year of a four-year pre-professional degree program in architecture accepted for direct entry to an NAAB- or CACB-accredited professional degree program; 3) one year in an NAAB- or CACB-accredited Master of Architecture degree program for interns with undergraduate degrees in another discipline; or 4) 96 semester credit hours as evaluated by NAAB in accordance with NCARB’s Education Requirement, of which no more than 60 hours can be in the general education subject area.

For a candidate without an NAAB-accredited degree, the entry point for IDP shall be after the candidate has earned three years of education equivalents based on provisions of the Table of Equivalents.

(d) Practice Equivalents:

“Practice equivalents” shall mean Table categories (a)(8) through (a)(15).

- (1) Practice credits for experience as a licensed architect, registered civil and/or structural engineer, California licensed general building contractor, licensed landscape architect, or certified California building official may be accumulated only after initial registration, licensure, or certification by a licensing authority of a political jurisdiction.
- (2) A candidate verifying his or her experience as a licensed architect, registered civil and/or structural engineer, California licensed general building contractor, licensed landscape architect, or certified California building official shall complete an Employment Verification Form (19C-12)(1/2000) available from the Board on his or her own behalf, submit proof of licensure, registration, or certification, and attach a list of projects for the time period covered. The list shall include the names and addresses of the clients, type of projects, construction costs, date project was started, date of completion, and all services provided by the candidate.

(e) Miscellaneous Information:

- (1) Independent, non-licensed practice or experience, regardless of claimed coordination or liaison with licensed professionals, shall not be granted credit.
- (2) Training experience under subsections (a)(10)(B) through (D), (a)(12), or (a)(14) can only be accumulated after the candidate has obtained credit for at least the five years of educational equivalents as evaluated by the Board. Candidates who are certified as having completed requirements of the Intern Development Program (IDP) of the National Council of Architectural Registration Boards (NCARB), as defined in the most recent edition of NCARB's *Intern Development Program Guidelines* (currently the 2003-2004 edition) based upon receipt in the Board office of the candidate's current and valid NCARB IDP file transmitted by NCARB, or of the Intern Architect Program (IAP) of Canada (currently the 1999 edition) based upon receipt in the Board office of documentation transmitted by a Canadian provincial architectural association, are exempt from this requirement for their IDP/IAP training units.

NOTE: Authority cited: Sections 5526, 5550 and 5552, Business and Professions Code. Reference: Sections 5550 and 5552, Business and Professions Code.